

10 October 1978

MEMORANDUM FOR THE RECORD

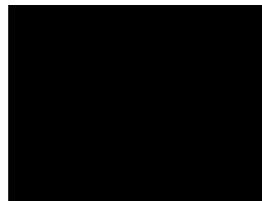
STATINTL

FROM: [REDACTED], ADMAG Recorder

SUBJECT: Minutes of ADMAG Business Meeting, 18 September 1978

1. (U) The normally scheduled monthly business meeting of ADMAG was held on 18 September 1978 in the DDA Conference Room. Members present were:

STATINTL



MG
Security
Logistics
Finance
Personnel
Data Processing

STATINTL

2. (U) [REDACTED] and his assistant, [REDACTED] began the meeting with a discussion of how the suggestion and achievement awards program works in the Agency. Detailed data was presented on the factual side of the program. [REDACTED] indicated that a major factor in case delays was the often slow response of the individual office concerned.

STATINTL

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STATINTL

3. (U) [REDACTED] reported on his attendance at an Office of Personnel MAG meeting. This is part of an on-going ADMAG effort to maintain and improve communications with the various DDA MAGS.

STATINTL

STATINTL

4. (U) Feedback was received from [REDACTED] and [REDACTED] on their attendance at the DDA 8:30 morning meeting. Both expressed their appreciation for the opportunity to attend. Neither indicated the need for any future participation by ADMAG.

STATINTL

5. (U) It was agreed to forward a memo to Director of Personnel requesting consideration of the interest of Agency personnel in dental insurance. This interest was expressed to ADMAG in a memorandum from an Office of Communications employee.

STATINTL

6. (U) Copies of a suggested revision to the ADMAG charter were distributed to the group by [REDACTED]. Some minor changes were discussed. Final action on the charter was deferred until the next meeting.

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7. (U/IUO) At this point, the discussion of agenda items was interrupted by the introduction of [REDACTED], an Agency employee who wished to discuss employee benefits. He expressed concern over the issue of the taxation of benefits for people overseas, the revision to the formula for cost of living computation, and the deductability of home leave expenses. He expressed the need for better Headquarters communications on these subjects. ADMAG agreed to consider ways to alleviate this problem.

STATINTL

8. (U/IUO) There followed a discussion among ADMAG members concerning the problem of critiquing the Trends and Highlights Course. There was general agreement that the poor physical environment at [REDACTED] contributed to the problem. Also mentioned were overly long speaker times, poor quality control of speakers with no apparent feedback to offices on speaker quality, great disparity in ages and experience of attendees, etc. It was agreed that a memo consolidating critique comments would be prepared for the next meeting.

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9. (U) [REDACTED] indicated that [REDACTED], Office of Logistics would be coming to the 20 November meeting, not the 16 October meeting as originally scheduled. STATINTL

STATINTL

[REDACTED]
ADMAG Recorder

REVIEW MATERIAL¹
+ REPORT NEXT MON.

- ADAMING MEMBERS WILL
HANDLE AD HOC.

- NOT WORTH
EFFORT

- SEND

- SEND
REVIEW + APPROVE
NEXT MEETING
DATE

- REVIEW
NEXT MEET
PULL TOGETHER
COMMENTS
WAITING -

- ALL TOGETHER
COMING TOGETHER
NEXT MONTH

- NOT RECORDED

- STATINTA

9. [REDACTED] - UPDATES ON EMPLOYER BENEFITS STATINT

Chairman, ADMAG